



**MINUTES - General Meeting  
Monday 3 May 2021**

**1 Meeting opened – 7.00pm**

**2 Attendance and apologies -**

**Attendees:** Suzanne Harmer, Liz McQueen, Leanne Frisina, Dan Saunders, Belinda Rickert, Craig Skinner, Liz Perkins, Leanne Mitsopoulos, Jerry Collova, Kylie Seal-Pollard, Alex Ellis, Amy Hollingsworth, Damien Bosustow, Rod Arnold, Bernadette O’Connell

**Apologies:** Helen Taylforth, Christie Ainsworth

**3 Accept previous meeting minutes**

- **Monday 15 March 2021** (AGM) – *Moved Alex Ellis, 2<sup>nd</sup> Suzanne Harmer*
- **Monday 15 March 2021** (General Meeting) - *Moved Dan Saunders, 2<sup>nd</sup> Suzanne Harmer*

**4 Business arising from previous minutes**

- 2020 financial statement is with an accountant for review. Lea Parkinson is finalising 2018 and 2019 financial statements for review. The remaining funds from 2019 Muffin Morning have yet to be finalised. If nothing is received from Lea P or the school, then will go with the amount as listed in current financial statements. Amount is to be transferred to the school’s excursion fund.
- P&C vacant positions (Secretary and Social Media coordinator) have been advertised in the school newsletter and via P&C email. Damien Bosustow will nominate for Secretary position – to be finalised at the next General Meeting. No volunteers for Social Media position as yet. Bernadette is happy to write content and post about the canteen on social media.
- **ACTION: Bernadette to talk to Helen Taylforth about access to social media accounts for posting canteen-related content.**
- No volunteers to assist with running Breakfast Club, however, Kasorn, the School Chaplain, has negotiated with a Pastor from a local Church to provide two volunteers on Monday mornings to support the Breakfast Club. Numbers of students attending are currently low but the Breakfast Club can not run without these volunteers.
- Alex queried what local Church was involved. Belinda and Craig weren’t sure and will provide information after the meeting.
- **ACTION: Craig/Belinda to confirm the arrangements with the Church and provide details to Executive.**
- **ACTION: Suzanne to forward Belinda the details of the parent who volunteered to collect supplies from FoodBank for Breakfast Club.**

**5 Principal’s report**

- Over the school holidays a number of projects were completed throughout the school: a 39kW Solar Panel system was installed; the parents in Room 9 helped to paint the classroom; the front bench in the library was removed to create more space; and a facelift for the staffroom commenced.
- The stairs to the senior side of the school have been condemned, and the school is waiting on an engineer report on the stairs and the verandah before works commence to replace them.
- The Department of Education has agreed to fund half the oval lawn rejuvenation which will see top dressing, verti-draining, fertilizing and returfing of 160 sqm of turf.
- The School Psychologist, Emma, is now employed two full days at the school and will be running some parent workshops, including Student Anxiety, Triple P positive parenting and transition to high school.

- Six pre-service teachers from ECU are taking part in the PLaN (Partners in Literacy and Numeracy) program for 2021. There are also four ECU pre-service teachers completing their long-term practical in Early Childhood this term.
- Literacy expert, Dr Susan Main, is working with literacy leaders at the school to review the processes, programs and strategies currently in place, and how they can be modified for best results.
- NAPLAN is starting in Week 4, and the school is hoping to have results before the end of Term 2.
- Year 5 and Year 6 camps will also be held this term.

## 6 Office Bearer Reports

### 6.1 President

- No report.

### 6.2 Treasurer

- Financial report was circulated at the meeting. Allocated funds are \$85,500 and unallocated funds currently \$9000.
- Invoices for the solar panels and AV equipment just received from the school but are higher than the money allocated and approved by the P&C. Will follow up with Marise and finalise within approved allocation.
- Sale of remaining new uniform stock should be encouraged as all proceeds go to the P&C.

## 7 School funding priorities for 2021

- School priorities for fundraising were discussed within Phase Groups and then by all staff members. Staff then indicated their preference for projects to be funded. The top six large projects as shortlisted were:
  - Air conditioning in the senior block
  - Reading resources throughout the school
  - Updated furniture for classrooms
  - Update to the early childhood play area
  - Re-surfacing of the undercover area
  - Refurbishing classrooms
- Three smaller priorities were also identified including:
  - Covered external noticeboard for the school and the P&C
  - New roller doors for the canteen
  - Funding support to reduce cost of an all school NAIDOC incursion

## 8 Motions on Notice

### *Motion 8.1*

- The school runs a Mother's Day and Father's Day breakfast every year. The school is seeking to better focus funds on education and is therefore seeking P&C funding to cover the cost of the breakfasts. The school will set up and staff the events, but asking for P&C to fund the food cost.
- P&C raised whether, under our constitution, this is a valid use of P&C funds. WACSSO have been clear that P&C money raised is for the school and students only, not for spending on parents. Whilst the proposal is a great community event that the students enjoy, the P&C Executive will need to seek advice from WACSSO as to whether it can be funded.
- **MOTION: The P&C approve funding of \$200 (2 x \$100) for the Mother's Day and Father's Day breakfasts for parents. The events will be advertised as a P&C and school event. Moved Craig Skinner. Supported in principle but requires confirmation.**
- **ACTION: P&C Executive to seek further advice from WACSSO and respond to the school as to whether the motion can be funded.**

## 9 **Tabled sub-committee/representative reports**

### 9.1 **Canteen** – no report

- Jo has resigned from the canteen and Bernadette and Amanda are considering advertising. Sue has indicated she will continue in the role, but provisions need to be made for days that Sue may be unable to work.
- Friday volunteers are still an issue.
- Planning to promote the Canteen more and increase sales.
- Alex raised the Waste Wise audit which recommended getting rid of juice boxes and Sippah straws. Canteen Subcommittee will need to discuss as these are a big seller and will impact on profit. It was asked whether juice could be continued to be served, but using cups. This is a possibility but would need a new system for collection of juice when part of a lunch order.

### 9.2 **Gardening and Sustainability** - report circulated with the meeting agenda

- Oval re-development project update – new picnic bench has been installed. The netball goal post has been purchased and is due to be installed at the same time as the court resurfacing by the end of May. Swings have been delayed but should be installed by June/July. Busy bee was held on 21 March to weed, mulch and edge the garden beds with logs.
- The sub-committee has reinvigorated school composting, and are promoting FOGO and the Recycle Right app.
- Containers for Change is set up between Rooms 15 and 16. Please donate all eligible containers! Proceeds go to the school (Scheme ID: C10277186).
- The Waste Wise Schools audit was held on 24 March. Results show fruit and veg scraps heading to landfill have reduced by 80% since 2018, and paper and cardboard reduced by 70% since 2019. The audit suggested focus on reducing paper/cardboard use, and reducing canteen waste.
- Welcome Kylie Seal-Pollard to the committee, Nigel Diedrichs to Hillside Harvest crew and Jen and Brendon who have joined the Gardening team.
- Applied for a Planet Ark Seedling Bank grant, a Woolworths Junior Landcare Grant and a Bee Bonus.

### 9.3 **Coordinator reports** – no reports

## 10 **Other Business**

- Alison Gullick coordinated a Volunteers Grant application on behalf of the P&C. Seeking funding for a new freezer for the Canteen, and new gazebo, trestle and other small supplies for the P&C.
- The P&C received an email from a parent regarding school banking. The parent raised concerns with the continuation of school banking at Bayswater and proposed it be discontinued and replaced with financial learning in the classroom.
- The P&C has asked the parent if they would like to present their concerns at P&C meeting. The service could not be stopped without assessing the views of the broader school community, particularly those who use school banking. Also needs an assessment of how widely used it is at the school, and why people use it. There is also the issue that the commissions from school banking are used by the P&C for a financial hardship fund.
- Question was asked on support services available at the school and how these were funded:
  - Chaplain is at school once a week. This is primarily funded by YouthCare (approx. 70%) with the school funding the remaining to make up one day a week.
  - The School Psychologist is employed two days a week. This is mainly funded by the Department of Education (approx. 75%) with the school making up the rest.
  - The AEIO works two days a week, but not full days (approx. 9.00am – 2.50pm). This position is funded by the Department of Education.
- Fete planning is proceeding and looking like it will be held on Halloween. Proposing a movie night on the Saturday, with the fete Sunday, leading into tick and treating (local community to be informed). Hoping to bring back the Fete Fancy Dress Parade with awards.

**Next meeting –General Meeting. 7.00pm Monday 31 May, 2021**

**Meeting closed - 8.10pm**